

Chapter 13

FILE MAINTENANCE OF COMPUTER RECORDS

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13.1. General. This chapter prescribes the procedures for preparation of file maintenance transactions.

13.2. Responsibilities.

13.2.1. File maintenance changes, additions, or deletions of data to computer records are initiated by the organizational component that is functionally responsible for the elements of data to be corrected or entered in

the Item Manager Wholesale Requisition Process (IMWRP) D035A subsystem. Specific assignments in regard to responsibility for each data element have not been made in these procedures, and therefore must be made by the local activity for conformance with functional assignment.

13.2.2. Edit routines are accomplished by the computer on file maintenance input transactions. Therefore, the instructions contained in the following paragraphs for each specific type of file maintenance entered must be adhered to by the initiator. Failure to do so will result in controlled or uncontrolled exceptions.

13.3. Creation Of Stock Number Items Record.

13.3.1. The Stock Number Items Record contains all national stock numbers (NSNs), noncataloged (NC) numbers, noncataloged depot assigned control numbers (ND) and kit (K) numbers (collectively referred to as stock numbers) for which an ALC has wholesale item management specialist (IMS) responsibility. This encompasses Air Force Materiel Command (AFMC) centrally procured and issued items, local purchase (LP) items, disposal items, etc.

13.3.2. D035A will automatically record, on the Stock Number Items Record, the Wholesale IMS (D032) as a user of this item whenever a receipt, requisition, adjustment or balance overlay type transaction is received. If the item is interchangeability and substitutability (I&S) related, the entire I&S group will be coded to indicate the IMS as a user. Upon posting D032 as a user of the item, a printout titled "Initial Create" will be provided to the IMS. This printout will reflect the elements of data on the applicable record. Action to add other data as required should be taken through the use of the item record multiple file maintenance ("MIRC") screen ("ZFB" transaction) referenced in paragraph 13.6. There are several circumstances under which the IMS is not automatically recorded as a user (see paragraphs 13.3.2.1 and 13.3.2.2.). **NOTE:** D035A replaced the D032 system; however, some screens still reflect D032.

13.3.2.1. ND, K, and Certain NSN Items. A "3A" exception will be created, provided the IMS has not previously been recorded as a user, when transactions are received on ND and K numbers, and on NSNs which the Air Force is not a recorded user. The IMS will update the D143C system in accordance with AFMCM 72-2, *Cataloging and Standardization*. D143C, via an "8A1" transaction, will create a record, establish transaction to D035A, and record the IMS as a user of the item. The "3A" exception can then be released for further processing. Changes ("ZAK" transaction) to ND and K items may be accomplished, as described in paragraph 13.4., until the items are recorded in the AF Central Cataloging system. After it is recorded, normal Stock List Change action, as outlined in AFMCM 72-2, must be taken.

13.3.2.2. Local Purchase/Local Manufacture (LP/ LM) Items without a Unit Price. These items do not contain a unit price; however, the IMS will be recorded as a user upon receipt of a transaction. Transactions against the item will be output as a "3C" exception, which can be released for processing after the price is added to the item as described in paragraph 13.4.

13.4. Establish/Change Item Record Transactions ("ZAA," "ZAK") (See Table 13.1.).

13.4.1. Master records are generally created via the D143C "8A1" transaction; however, D035A has the capability to establish the following categories of items with a "ZAA" transaction:

13.4.1.1. NSNs managed by other services.

13.4.1.2. NSNs managed by a non prime AF activity (i.e., those used by D034A).

13.4.1.3. Nonprime NC, ND, and K stock numbers.

13.4.1.4. Prime and non prime NSNs containing a J-series source of supply (i.e., JCD).

13.4.2. A "ZAK" transaction is used to effect changes to catalog management data of locally established "ZAA" records and "XAA" records with file maintenance code "U," "N," or "X." (Refer to Chapter 24 for descriptions of these codes.) All data elements of a "ZAA" established stock number items record may be changed except the stock number field.

13.4.3. A "ZAK" transaction does not generate a change request to D143A; therefore, an "XAA" record received from D143A will reflect the management data contained on the original "ZAA" establish transaction.

13.4.4. When inputting D034A as a user, change the "Input Routing Identifier" to equal the system designator code and enter a "Requisition Objective Quantity" (may be all zeros).

Table 13.1. Establish/Change Item Record ("ZAA"/"ZAK") Format. The initiator may input a "ZAA" or "ZAK" transaction by using D035A input screen "ESTA."

Field Designator	Record Position	Instructions
Document Identifier	1-3	ZAA - New index record establish transaction. ZAK - Index record change transaction.
Routing Identifier	4-6	System will assign FNP. (See Note 1.)
Stock Number	14-28	Stock number being added.
Manager Designator	7-9	Locally established code.
Equipment Specialist	10-11	Locally established code.
Service Code	13	Constant "F" for Air Force.
Catalog Activity Code	29-30	Two-digit DoD activity code for the ALC having IMS responsibility for the stock number. "TA" - Sacramento ALC "SU" - Ogden ALC "SX" - Oklahoma City ALC "TG" - Warner Robins ALC "SE" - San Antonio ALC
Source of Supply	31-33	Enter routing identifier of source of supply.
Demilitarization Code	56	Used to identify the method and degree of demilitarization. Refer to AFMAN 23-110, Volume 1, Part 4 for valid codes.
Shelf Life Code	57	Refer to Table 27, INTX screen.
Security Code	58	Refer to Table 25, INTW screen.
New Unit of Issue	59-60	Refer to AFMAN 23-110, Vol 1, Part 4.
New Expendability, Recoverability, Reparability Category Code	67	Refer to Chapter 24.
Procurement Source Code	68	Refer to Chapter 24.
Price Validation Code	120	Refer to AFMAN 23-110, Vol 1, Part 4.

Fund Code	69-70	Refer to AFMAN 23-110, Vol. 1, Part 4.
Precious Metals Indicator Code	7	Refer to AFMAN 23-110, Vol. 1, Part 4.
Acquisition Advice Code	72	Refer to Chapter 24.
Quantity Unit Pack	77	Refer to Table 23, INTV screen.
Budget Code	78	Refer to Chapter 24.
Automated Data Processing Equipment Identification Code	8	Refer to AFMAN 23-110, Vol. 1, Part 4.
Phrase Code	38	Refer to Chapter 24.
Input Routing Identifier	31-33	Enter local ALC code (F-Z).
Critical Item Code	12	"C" for critical; "M" for management attention required; blank for non critical.
Requisition Objective Quantity	39-45	For D034A items only. Enter appropriate quantity, prefixed by zeros. If other than D034A, leave blank.
Gaining Activity	54-55	Enter the appropriate two-digit DoD IM activity code for the gaining activity. "TA" - Sacramento ALC "SU" - Ogden ALC "SX" - Oklahoma City ALC "TG" - Warner Robins ALC "SE" - San Antonio ALC
AF Current Manager	31-33	Enter the appropriate three-digit ALC code, i.e., FGZ, FPZ.
Unit of Issue Conversion Factor	61-65	Refer to Table 5, INTJ screen.
Old ERRC	75	Self-explanatory.
Change Code	80	"N" - New record. "C" - Change record.
Old Unit of Issue	73-74	Self-explanatory.
Effective Date (YDDD)		Julian date indicating the effective date of the change.
Decimal Locator	79	Indicates where the decimal point is located in the price fields. A "2" will indicate the price of the items is listed as dollars and cents.
Standard Cost	80-86	Price charged to customers. It is the Forecast Acquisition Cost times the appropriate stock fund surcharge rate.
Forecast Acquisition Cost		This is the last acquisition price brought up to current dollars by the appropriate inflation factor.
Net Cost		Carcass price of a reparable item. This price does not apply to EOQ items.

13.5. Regeneration Of NSN Change (“XAK”) (See Table 13.2.). The "XAK" transaction is used to request a re-release of stock number change transaction from the cataloging system (D143A). Machine malfunction or other failures to update the Stock Number Items Record from the D143A transactions would warrant the use of this request. Stock number (1) will be the queried stock number and must be a valid NSN, NC, ND, or K stock number structure. Stock number (2) may be blank. If not blank, it must not be the same as stock number (1) but must be a valid NSN, NC, ND, or K stock number structure. If stock number (1) is an NSN structure and stock number (2) is not blank, stock number (2) must also be an NSN structure. The Manager Designator must be entered.

Table 13.2. Regeneration of NSN Change (“XAK”) Format. The initiator may input an "XAK" transaction by using D035A input screen "ESTC."

Field Designator	Record Position	Instructions
Document Identifier	1-3	XAK. (See Note 1.)
Routing Identifier To	4-6	System will mechanically assign "FNP." (See Note 1.)
Routing Identifier	7-9	System will display local ALC routing identifier code.
Stock Number (1)	18-32	System will display stock number to be regenerated.
Stock Number (2)	34-48	May be blank; however, cannot be equal to stock number (1). If entry, must be a valid NSN, NC, ND, or K stock number.
Manager Designator Code		Enter appropriate manager designator code. Must be filled.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

13.6. Items Record Multiple File Maintenance Transaction ("ZFB"). When the IMS has been recorded as a user, he or she may need to add specific data to the Stock Number Item Records with a "ZFB." This transaction can be used to make multiple changes, additions, or deletions. When it is desired to delete a data element or a combination of data elements, an asterisk(s) must be entered as indicated. If no change is desired, leave the fields blank. Detailed entry instructions are as follows (Table 13.3.):

Table 13.3. Item Record Multiple File Maintenance ("ZFB") Format. The initiator may input a "ZFB" transaction by using D035A input screen "MIRC."

Field Designation	Record Position	Entries and Instructions
Document Identifier	1-3	ZFB. (See Note 1.)
Routing Identifier	4-6	F-Z (local ALC). (See Note 1.)
Stock Number	8-22	Enter applicable stock number.
Manager Review Code	28	Enter manager review code of the item, if appropriate; otherwise leave blank. To delete, enter an asterisk. (See Note 2.)
Attrition Site Indicator	36	Enter attrition site indicator "Z," if applicable. This code, when assigned, will cause all priorities to be shipped from the designated attrition sites indicated. If only priorities 09-15 are to be shipped from a specific site, this element will be left blank. Enter an asterisk (*) to delete. (See Note 3.)
WRM Code	70	Enter "W," if the item requires identification as one of the war consumable items listed in the war consumables distribution objective. The inclusion of the WRM code on the item will permit computer preparation of the war consumables ALC asset report, as required by Chapter 14, AFMAN 23-110, Vol. 1, Part 1. Enter an asterisk (*) to delete this code.
Attrition Sites	37-51	Enter the routing identifier of the attrition sites. This field provides for a maximum of five three-digit attrition site routing identifiers. If no attrition sites apply, or if only one site is applicable, the remaining positions will be left blank. To change any of the sites, it is necessary to enter all five sites. Enter asterisks in applicable columns to delete.
Constant Reject Code	31-32	Enter the appropriate constant reject code if the item meets the criteria outlined in chapter 3; otherwise, leave blank. To delete, enter an asterisks (*). (See Note 4.)
NIMSC 5 Support Date	71-75	A Julian date will be entered for NIMSC "5" items indicating when supply support will be provided, by the primary inventory control activity (PICA), to the Air Force through funded requisitions. To delete the date from the items record, enter asterisks. Leave blank if there is no change.

Preposition Code	34	Enter an "A" in this element if all regular -- that is, not manager forced, not post suspense, etc. -- backorders against this item are to be mechanically selected for release from the local central receiving. This code should be applied to express production turn-in items. If the item is in an I&S group, this file maintenance action must be against the preferred item, thus affecting all items in the group. Enter * to delete.
Manager Designator	78-80	Enter the manager designator code (MDC). (See Note 5.)
Dated Item	35	Enter "D" if item has a limited life span; otherwise, leave blank (refer to Chapter 2, para 2.12.). Enter * to delete.
Maintenance Code 3 Indicator	29	Enter "3" if the item is used only in support of depot maintenance; otherwise, leave blank. Enter * to delete.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

NOTE 2: If the stock number is a Time Compliance Technical Order (TCTO) kit item ("K" in the first position of NIIN), or if the stock number is a serialized control and asset reporting (SCARS) item, manager review code "L" must be assigned. (See Chapter 11 for additional information on the assignment of manager review codes.)

NOTE 3: Since this code was established to provide the capability to expedite the attrition of stocks from specific sites due to depot phase outs, the posting of this code on the items record will be used only when directed by HQ AFMC/LGI.

NOTE 4: The constant reject code applies when it is the intent to place a particular code on the processing master record to ensure that requisitions on the item will be automatically rejected and receipts will produce a notification to the item manager. The only constant reject codes which may be assigned through file maintenance are "CH," "CJ," and "CK." All manual assignments of constant reject codes through file maintenance action must be approved and documented by not lower than the section level supervisor. Item managers should ensure that appropriate cataloging action is forthcoming when file maintaining a constant reject code.

NOTE 5: This entry is required on all inputs for identification purposes, but is not an element of change to the items record. Manager designator code changes are processed via the "MIRB" screen ("ZAB" transaction).

13.7. Item Data File Maintenance Transaction ("ZAB") (See Table 13.4.).

13.7.1. The "ZAB" transaction is used to add or change the intensive management, project code, or central level code and to add the unit price for LP/LM items. The unit cost can only be changed on LP/LM items.

13.7.2. To use this screen, simply overtype with the appropriate entry or blank out the fields to be changed.

Table 13.4. Item Data File Maintenance ("ZAB") Format. The initiator may input a "ZAB" transaction by using D035A input screen "MIRB."

Field Designation	Record Position	Entries and Instructions
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Document Identifier	1-3	ZAB. (See Note 1.)
Routing Identifier.	4-6	F-Z (local ALC). (See Note 1.)
Action Code	7	Enter the appropriate code: "C" for individual stock number change; "R" for central level code entry.
Equipment Specialist	34-35	System will display the equipment specialist code assigned to this stock number.
Stock Number	14-28	System will display stock number being interrogated.
Intensive Management Code	47	Enter "M" if the item is to be intensively managed, otherwise leave blank. Enter "D" to delete.
Central Level Code	29	System will display central level code of the interrogated stock number.
Manager Designator	30-32	System will display manager designator code assigned to the stock number.
Julian Date	49-52	Julian date the transaction was processed. Computer assigned. Not visible on screen.
Project Code	54-56	Enter the three-position project code, if applicable, otherwise leave blank.
Decimal Locator	70	System will display decimal locator assigned.
Unit Price	71-77	System will display current unit price for the item.
Forecast Acquisition Cost		System will display current forecast acquisition price for the item.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

13.8. Due-In Asset Overlay Transaction ("ZFF") (See Table 13.5). Contractor due-in balances for items managed by the IMSs are provided weekly through an interface from the J041 Acquisition and Due-In system. The overlay balances include the contract termination quantity (not posted in D035A but passed to D062 EOQ requirements system); current month due-ins; quantity due-in in 30 day increments through 330 days and total remaining due-in over 330 days. Due-ins that have been diverted by amended shipping instructions are not included. The J041 system actually generates two "ZFF" transactions due to the amount of data that is provided. The format below provides the field designations, by report position, for each transaction. An asterisk at the end of the field designation means that this data is present in both transactions, a numeric digit indicates which record the data is found on. This screen may be used to change any one of the due-in fields.

Table 13.5. Due-In Asset Overlay (ZFF) Format. The initiator may input a "ZFF" transaction by using D035A input screen "OVRE."

Field Designation	Record Position	Instructions
Document Identifier*	1-3	ZFF. (See Note 1.)
Routing Identifier*	4-6	System will display local ALC routing identifier code.

Type Record Code	7	This will not appear on the D035A screen. "1" will be present on records reflecting current through 150 days due-ins. "2" will be present on records reflecting 180 through over 330 days due-ins.
Stock Number*	8-22	Enter materiel management aggregation code (MMAC) in positions 8-9, then the NSN in rp 10-22.
Unit of Issue*	23-24	Enter appropriate unit of issue.
Terminal Qty on Contract -1	25-32	Enter appropriate quantity prefixed with zeros.
Condition Code-1	81	Enter condition code.
Current Month Due-Ins -1	33-40	Enter appropriate quantity prefixed with zeros.
30 Days Due-Ins-1	41-48	Enter appropriate quantity prefixed with zeros.
60 Days Due-Ins-1	49-56	Enter appropriate quantity prefixed with zeros.
90 Days Due-Ins-1	57-64	Enter appropriate quantity prefixed with zeros.
120 Days Due-Ins-1	65-72	Enter appropriate quantity prefixed with zeros.
150 Days Due-Ins-1	73-80	Enter appropriate quantity prefixed with zeros.
180 Days Due-Ins-2	25-32	Enter appropriate quantity prefixed with zeros.
210 Days Due-Ins-2	33-40	Enter appropriate quantity prefixed with zeros.
240 Days Due-Ins-2	41-48	Enter appropriate quantity prefixed with zeros.
270 Days Due-Ins-2	49-56	Enter appropriate quantity prefixed with zeros.
300 Days Due-Ins-2	57-64	Enter appropriate quantity prefixed with zeros.
330 Days Due-Ins-2	65-72	Enter appropriate quantity prefixed with zeros.
Over 330 Days Due-Ins-2	73-80	Enter appropriate quantity prefixed with zeros.
Purchase Request Quantity-2	86-93	Enter appropriate quantity prefixed with zeros.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

13.9. Levels Update ("ZFL") (See Table 13.6.).

13.9.1. All economic order quantity (EOQ) and non-EOQ levels are updated from "ZFL" overlay transactions from the requirements computation systems.

13.9.2. The EOQ level change transactions are provided for each EOQ item for which a ten percent change was computed. Since this interface is provided to D035A weekly, any required changes will be file maintained through the D062 EOQ Buy Computation System.

13.9.3. Non-EOQ level changes for investment items (ERRC "C" and "T") are provided quarterly through an interface file from the D041 system. Since this is a quarterly interface, the ability to update these levels because of program changes, incompatibilities, etc., is necessary. Also, a manual update of equipment item (ERRC "S" and "U") levels are necessary since only a limited number of these items are subject to leveling.

Table 13.6. Levels Update (“ZFL”) Format. The initiator may input a "ZFL" transaction for manually updating non-EOQ levels by using D035A input screen "MIRD."

Record Designation	Record Position	Instructions
Document Identifier	1-3	ZFL. (See Note 1.)
Routing Identifier	4-6	F-Z (local ALC). (See Note 1.)
Stock Number	8-22	Enter the stock number requiring a levels change.
Unit of Issue	23-24	Enter the unit of issue applicable to the stock number entered.
Level Control Code	25	Enter the Level Control Code as follows: (a) Enter "L" if desired to lock the existing levels. The next overlay of control and support levels from the requirements systems will result in a "2D" uncontrolled exception. (b) Enter "U" if desired to unlock the levels and permit overlays from the requirements system to be processed. (c) Leave blank.
Stock Fund Credit Indicator	29	Enter "A" to allow credit. Enter "D" to disallow credit.
Economic Order Qty	30-32	If ERRC "N" or "P," enter "EOQ;" otherwise, leave blank.
Lead Time	33-34	Enter the total lead time, expressed in months, for procurement of the item. (See Note 2.)
Control Level	48-54	Enter the applicable value. Prefix quantity with zeros to fill the field. If Control Level is to be zero, this field must be filled with zeros.
Support Level	55-61	Enter the applicable value. Prefix quantity with zeros to fill the field. If Support Level is to be zero, this field must be filled with zeros.
Routed Item Repair Quantity	62-68	For ERRC "C" or "T" items. Must contain a valid quantity or all zeros. (See Note 3.)
Manager Designator	69-71	Enter the three-position Manager Designator assigned to the stock number.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

NOTE 2: Lead time is expressed by the number of months, that is, 01 equals one month, 06 equals six months, 24 equals twenty-four months, etc.

NOTE 3: Routed Item Repair Quantity is used to evaluate the stock position of investment items to permit use of serviceable excess assets in lieu of line repair of the same item.

13.10. Mass Attrition Site Update Transaction ("ZFV") (See Table 13.7.). Addition and changes to attrition sites by an individual stock number are included in the item record multiple file maintenance screen

referenced in paragraph 13.6. This transaction is also used to add, change, or delete the attrition sites or attrition site indicator for **an entire Federal Stock Class (FSC), Materiel Management Code (MMC) or a combination of MMC/FSC**. The IMS must take extreme care in using this transaction.

Table 13.7. Mass Attrition Site Update (“ZFV”) Format. The initiator may input an "ZFV" transaction by using D035A input screen "MIRE."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFV. System assigns.
Routing Identifier, To	4-6	System will mechanically assign. Not visible on screen.
Federal Supply Class	8-11	Enter applicable FSC; otherwise, leave blank.
Material Management Code	21-22	Enter applicable MMAC; otherwise, leave blank.
Attrition Site Indicator	36	Enter "Z" to add a site. Leave blank to delete.
Attrition Site	37-51	a. To add an attrition site, enter the three-position routing identifier of the site from which materiel must be released first. b. To delete a specific site, enter the three-position routing identifier that is no longer required. NOTE: Attrition site indicator must be blank to delete. c. To delete all attrition sites for that FSC or MMAC, leave this field blank. Attrition site indicator must also be blank.
Manager Designator	78-80	Enter manager designator code of initiator.

Table 13.8. AMC/AMCS Establish/Change (ZAP) Format. The initiator may input an "ZAP" transaction by using D035A input screen "ESTB."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZAP. System assigns.
Current Stock Number	14-28	Enter applicable stock number.
Acquisition Method Code	73	Must be numeric 0 through 5.
Acquisition Method Code, Suffix	74	Must be 0 or alpha A through Z, except "I," "O," or "X."
Acquisition Method Code Expiration Date	76-79	Julian date for next review. Must be numeric.

Table 13.9. Contract On-Work-Order Overlay ("ZFH") Format. The initiator may input a "ZFH" transaction by using D035A input screen "OVRF."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFH. (See Note 1.)
Routing Identifier, To	4-6	System will display local ALC routing identifier code.
Actual Stock Number	8-22	Enter applicable stock number.
On Work Order Quantity	41-47	Enter appropriate quantity, prefixed by zeros.

NOTE 1: Computer assigned. Fields are not visible on screen. Data fields are provided for information purposes only.

13.11. AMC/AMCS Establish/Change Transaction ("ZAP") (See Table 13.8.). The acquisition method code (AMC), acquisition method code suffix (AMCS) and acquisition method code expiration data for a given stock number may be changed or added to a stock number items record via this transaction. Refer to AFMAN 23-110, Vol. 1, Part 4, Chapter 1 for a list of valid codes.

13.12. Contract On-Work-Order Overlay Transaction ("ZFH") (See Table 13.9.). Contract on-work-order quantity is provided to D035A from an interface provided by the Maintenance End Item Production Reporting System (G072D). The "ZFH" transaction may be used for correcting any erroneously reported data or for adding data not received in time for the interface.

13.13. Mass Cancellation ("ZFC") (See Table 13.10.).

13.13.1. This transaction is designed to cancel all outstanding backorders, except "BV" and "BZ" coded backorders, for a given reason such as a project cancellation, base closure, etc. Input of the mass cancellation transaction will cause a "4A" controlled exception on "BV" and "BZ" coded backorders. A mass cancellation will be accomplished by entering the appropriate element or combination of elements reflected on the "MCL" screen. The following types of mass cancellations are authorized and will be automatically accomplished upon input:

13.13.1.1. Project code and "ship-to" stock record account number (SRAN).

13.13.1.2. "Ship-to" SRAN.

13.13.1.3. Requisitioner.

13.13.1.4. Project code and requisitioner (regardless of "ship-to" SRAN).

13.13.1.5. FSC and requisitioner.

13.13.1.6. FSC/ MMAC and requisitioner.

13.13.1.7. FSC and project code.

13.13.1.8. FSC/MMAC and project code.

13.13.1.9. FSC/MMAC and "ship-to" SRAN.

13.13.1.10. FSC and "ship-to" SRAN.

13.13.1.11. Federal Supply Group (FSG) and requisitioner.

13.13.1.12. FSG/MMAC and requisitioner.

13.13.1.13. FSG and "ship-to" SRAN.

13.13.1.14. FSG/MMAC and project code.

13.13.1.15. FSG and project code.

13.13.1.16. FSG/MMAC and "ship-to" SRAN.

13.13.1.17. Country code.

13.13.1.18. Project code.

13.13.1.19. Supply Directive.

13.13.1.20. Requisitioner by required delivery date.

13.13.2. Only those individuals authorized D035A OPR capability will be allowed to input these transactions. All mass cancellations must be approved by HQ AFMC.

Table 13.10. Mass Cancellation ("ZFC") Format. The initiator may input an "ZFC" transaction by using D035A input screen "MCL."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFC. System assigns.
Routing Identifier, To	4-6	The system will automatically assign the local ALC site code.
Federal Stock Class/ Federal Stock Group (FSC/FSG)	8-11	Entries are as follows: a. To cancel by FSG only, enter appropriate FSG in rp 8-9, leave rp 10-11 blank. b. To cancel by FSC, enter appropriate FSC in rp 8-11. c. If not canceling by FSC/FSG, leave blank.
Materiel Management Aggregation Code (MMAC)	21-22	Enter appropriate MMAC; otherwise, leave blank.
Stock Record Account Number (SRAN)	30-35	To cancel by requisitioner, enter appropriate SRAN in rp 30-35 and leave rp 36-40 blank; otherwise, leave rp 30-40 blank.
Ship to SRAN	45-50	To cancel by "Ship-to" SRAN regardless of requisitioner, enter appropriate SRAN. Otherwise, leave blank.
Project Code	57-59	Enter applicable project code; otherwise, leave blank.
Security Assistance (SA) Program Country Code	30-32	To cancel by SA program, enter "D" in the first position (rp 30), enter the country code in rp 31-32 and leave rp 33-40 blank; otherwise, leave rp 30-40 blank.

Originating Office/ Initiating Division	76-80	Enter the originating office symbol or division to identify the office initiating the transaction.
Required Delivery Date (RDD)		Enter appropriate RDD; otherwise, leave blank.
Supply Directive	30-40	To cancel by supply directive, enter appropriate supply directive; otherwise, leave blank.

13.14. Priority Change By SRAN Or Air Force Supply Directive (AFSD) ("ZFP") (See Tables 13.11. And 13.12.). These transactions are used by the D035A OPRs to perform blanket upgrades or downgrades of the priority designator on backordered requisitions by SRAN or AFSD. To initiate a blanket priority change on back orders, enter the appropriate data reflected on the "PRIA" or "PRIB" screens. The system will match backorders to the input transaction and overlay the new priority designator.

Table 13.11. Priority Change by SRAN ("ZFP") Format. The initiator may input a "ZFP" transaction by using D035A "PRIA" input screen.

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFP. System assigns.
Routing Identifier, To	4-6	The system will automatically assign the local ALC site code.
Stock Record Account Number (SRAN)	30-35	To upgrade or downgrade the priority designator on all backorders for a particular SRAN, enter the appropriate SRAN.
New Priority Designator	60-61	Enter the new two-position priority designator code to which all outstanding backorders are to be changed. Priority designators 1-9 will be prefixed with a zero.

Table 13.12. Priority Change by AFSD ("ZFP") Format. The initiator may input a "ZFP" transaction by using D035A "PRIB" input screen.

Field Designations	Record Position	Instructions
Document Identifier	1-3	ZFP. System assigns.
Routing Identifier, To	4-6	The system will automatically assign the local ALC site code.
Supply Directive Document Number	30-40	To upgrade or downgrade the priority designator on all backorders for a particular supply directive (SD), enter the appropriate SD document number.
New Priority Designator	60-61	Enter the new two-position priority designator code to which all outstanding backorders are to be changed. Priority designators 1-9 will be prefixed with a zero.

13.15. Modify Back Order ("ZFY") (See Table 13.13.).

13.15.1. This transaction is used for updating multiple data elements contained on a back order. The following data elements may be changed:

13.15.1.1. Action Code. If action code is "BB" (regular back ordered), it may be changed to "B4" (forced back order). Likewise, a "B4" or "NP" action code may be changed to "BB."

13.15.1.2. Estimated Shipping Date (ESD) or Non-Programmed Suspense Date (NPSD). The ESD may be updated through this transaction for a back order. If changing the NPSD, this can only be decreased for a nonprogrammed back order. A "5N" exception code will occur if the new NPSD is greater than the existing NPSD on the back order.

13.15.1.3. New Preposition Release Indicator. This indicator authorizes a back order release by document number using the preposition code. Any priority back order may be coded for preposition release processing.

13.15.1.4. Required Availability Date (RAD). Security assistance program back orders are authorized to have the RAD updated.

Table 13.13. Modify Back Order ("ZFY") Format. The initiator may input a "ZFY" transaction by using D035A input screen "BOAC."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFY. System assigned.
Routing Identifier	4-6	System will mechanically assign. Not visible on screen.
Document Number	30-44	Document number of backorder to be modified.
Document Number Suffix	45	System will display information from original requisition.
NSN	8-22	System will display information from original requisition.
Prime Routing Identifier	4-6	System will display information from original requisition.
Old Action Code	68-69	System will provide current action code.
New Action Code	65-66	Enter the new action code. Change "NP," "BB" or "B4" to "B4"; otherwise, leave blank.
Old ESD or NPSD		System will provide current ESD or NPSD.
New ESD or NPSD	70-73	Enter the new five-position ESD or NPSD, as appropriate. If the back order action code is "NP," the new NPSD must be less than the NPSD recorded on the back order.
Old Preposition Release Indicator		System will display current preposition code.

New Preposition Release Indicator	75	Use "T" for total or numeric 1-9 if partial shipment of less than 10 is required. Enter an asterisk to delete the document from preposition logic.
Old RAD		System will display current RAD.
New RAD	62-64	Enter new RAD.
Remote Preposition Routing Identifier		Routing Identifier of the storage location you are directing release from. Must be a depot activity.

13.16. Asset Overlay (“XBD”) And Due-In From Overhaul Update Transactions (“XBI”) (See Table 13.14.).

13.16.1. If research indicates asset balances from the Wholesale and Retail Receiving/Shipping subsystem (D035K) (Account "09") have not been overlaid to D035A, this transaction may be used to update the "09" assets for a given stock number and condition. Usually only one field will be filled, however, this transaction will overlay all the corresponding fields where data is entered.

13.16.2. Due-in from overhaul is reported to D035A by D035K in an "XBI" overlay transaction. The system OPR may change these balances through this transaction if the need occurs. **NOTE:** This transaction will not process at collocated sites.

Table 13.14. Asset Overlay (“XBD”) and Due-In from Overhaul Update (“XBI”) Transactions Format. The initiator may input an "XBD" transaction by using D035A input screen "OVRA." This screen is also used to input an "XBI" transaction. An asterisk at the end of the field designation means that this data is present in both transactions. This screen is available to the D035A OPRs only.

Field Designation	Record Position	Instructions
Document Identifier	1-3	The D035A system will assign based on date input by user. Not visible to user.
Type Transaction Code *	7	Enter "D."
Routing Identifier *	4-6	System will assign the local prime ALC R/I; i.e., "FLZ," "FGZ," etc.
Stock Number *	8-22	Enter applicable stock number.
Unit of Issue *	23-24	Enter applicable unit of issue.
Excess Quantity - A	37-42	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Overlay Date *	34-36	Enter the Julian date of the overlay.
Excess Quantity - B	43-48	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.

Stock Record Account Number (SRAN) *	26-31	SRAN of local D035K account. FB2029 for OO-ALC FB2039 for OC-ALC FB2059 for SA-ALC FB2049 for SM-ALC FB2065 for WR-ALC
Excess Quantity - C	49-54	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Freeze Code *	25	Enter applicable freeze; otherwise, leave blank.
Excess Quantity - D	55-60	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Due-In-From- Overhaul (DIOH) (To) Unserviceable	62-66	This is the intransit quantity to maintenance, condition code "Y." Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Excess Quantity - F	61-66	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Due-In-From- Overhaul (DIOH) (From) Serviceable	67-71	This is the intransit quantity from maintenance, condition code "Z." Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Excess Quantity - G	67-71	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Due-In From Overhaul Quantity	72-76	This is the quantity of assets in work, condition code "M." Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Excess Quantity - M	72-76	D035A will not update the condition code "M" balance from the XBD transaction. Use the Due-In From Overhaul field.
Inventory Control Date		Enter the applicable Julian date of the inventory freeze code assigned; otherwise, leave blank.
Depot Supply Routing Identifier *	77-79	Enter the depot retail routing identifier of the location you are updating: FGB for OO-ALC FHB for OC-ALC FPB for SA-ALC FFB for SM-ALC FLB for WR-ALC

13.17. Request For Complete Overlay (“ZFB”) (See Table 13.15.). This transaction will request a new overlay from the D035K subsystem identified in the routing identifier field.

13.18. Excess Asset Overlay (XBF) (See Table 13.16.). Unserviceable/suspended assets are reported daily to D035A by D035K in an "XBF" overlay transaction if a change has occurred in the balance. If the system OPR has knowledge of a discrepancy or failure to receive an overlay transaction from D035K, he or she may update

this balance via this transaction.

Table 13.15. Request for Complete Overlay (“ZFV”) Format. The initiator may input a "ZFV" transaction by using D035A input screen "OVRG."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZFV
Routing Identifier	4-6	Routing identifier of the D035K location you are requesting an update from.
Stock Number	8-22	Enter appropriate stock number
Ownership/Purpose Code	70	System will assign an ownership/purpose code of "9."
Condition Code	71	Enter "Z" for all condition codes or enter the condition code you want updated.

Table 13.16. Excess Asset Overlay (“XBF”) Format. The initiator may input an "XBF" transaction by using D035A input screen "OVRA."

Field Designation	Record Position	Instructions
Document Number	1-3	XBF. System assigns.
Routing Identifier	4-6	System will mechanically assign. Not visible on screen.
Type Report Code	7	System will assign. Not visible on screen.
Current NSN	8-22	Enter applicable stock number.
Unit of Issue	23-24	Enter applicable unit of issue.
SRAN	26-31	SRAN of local D035K account. FB2029 for OO-ALC FB2039 for OC-ALC FB2059 for SA-ALC FB2049 for SM-ALC FB2065 for WR-ALC
Overlay Date	34-36	Current Julian date.
Condition E Qty	40-43	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition K Qty	44-47	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition J Qty	48-51	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition L Qty	52-55	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.

Condition X Qty	56-59	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition P Qty	60-63	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition Q Qty	64-67	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Condition R Qty	68-71	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Inventory Control Date		Enter the applicable Julian date of the inventory freeze code assigned; otherwise, leave blank.
Depot Supply Routing Identifier	77-79	Enter the depot retail routing identifier of the location you are updating: FGB for OO-ALC FHB for OC-ALC FPB for SA-ALC FFB for SM-ALC FLB for WR-ALC

13.19. High Priority Asset Overlay (“XBF”) (See Table 13.17.). If changes have occurred in the operating and reserve levels, they will be reported to D035A by D035K in an "XBG" overlay transaction. These balances will display on the wholesale asset posture interrogation screens with an "R" for reserve or "O" for operating in the inventory codes type/management field. The system OPR may change these levels through an "XBG" transaction if a discrepancy or failure to report has occurred for an item.

13.20. Ramps Excess Assets Overlay (“ZBE”) (See Table 13.18.). The Recoverable Assembly Management Process (D035C) subsystem (RAMPS) computes excess quantities of recoverable items (ERRC "C" and "T") at AF bases. These assets are reported to D035A on a daily basis via a "ZBE" overlay transaction. If the system OPR has knowledge of a discrepancy or a need to update an item excess quantity, this may be accomplished using this transaction.

13.21. Follow-On Actions Required.

13.21.1. As new items are entered into the AF logistics system either as noncataloged (NC) numbers or as an adoption of existing stock numbers by the AF, or as items are dropped from the stock list, the system will output a product to inform the IMS of these conditions. This product is output weekly and is identified as the master cross- reference record interrogation. A message will be reflected on the product indicating the reason for the printout.

13.21.2. Products containing the message "SN Added to Database" will be routed to the IMS for preparation of an update action ("ZAB") to add the division manager designator, critical item code, equipment specialist code and the unit price, if applicable, to the database record.

13.21.3. Products bearing message "SN Deleted from Stock List" advice to the IMS requires no action.

Table 13.17. High Priority Asset Overlay (“XBG”) Format. The initiator may input an "XBG" transaction by using D035A input screen "OVRG." Access limited to D035A OPRs.

Field Designation	Record Position	Instructions
Document Identifier	1-3	XBG. Systems assigns.
Routing Identifier	4-6	System will mechanically assign. Not visible on screen.
Type Report Code	7	Constant "D."
Stock Number	8-22	Enter applicable stock number.
Unit of Issue	23-24	Enter applicable unit of issue.
Stock Record Account Number (SRAN)	26-31	SRAN of local D035K account. FB2029 for OO-ALC FB2039 for OC-ALC FB2059 for SA-ALC FB2049 for SM-ALC FB2065 for WR-ALC
Overlay Date	34-36	Current Julian date.
Reserve Level - A	37-44	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Reserve Level - B	45-51	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Reserve Level - C	52-58	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Operating Level - A	59-66	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Operating Level - B	67-73	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Operating Level - C	74-80	Enter applicable quantity, prefixed by zeroes; otherwise, leave blank.
Inventory Control Date		Enter the applicable Julian date of the inventory freeze code assigned; otherwise, leave blank.
Depot Supply Routing Identifier		Enter the depot retail routing identifier of the location you are updating: FGB for OO-ALC FHB for OC-ALC FPB for SA-ALC FFB for SM-ALC FLB for WR-ALC

Table 13.18. RAMPS Excess Assets Overlay (“ZBE”) Format. The initiator may input a "ZBE" transaction by using D035A input screen "OVRH." Access limited to D035A OPRs.

Field Designation	Record Position	Instructions
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Document Identifier	1-3	Computer generated ZBE
Routing Identifier, To	4-6	Computer generated local site, i.e., FPZ, FGZ.
Stock Number	8-22	Enter applicable stock number.
Unit of Issue	23-24	Enter applicable unit of issue.
Quantity	25-29	Enter applicable quantity, prefixed by zeroes.
Stock Record Account Number (SRAN)	30-35	Enter the applicable stock number of the Air Force base in an excess position.
Geographical Zone Code	61	Enter applicable geographical zone code of the Air Force base listed in rp 30-35. This code can be obtained on the SRAN/geographic area code table, screen "INTO."
Condition Code	71	Enter applicable condition code of the stock number.

13.22. Amended Shipping Instructions/Initial Shipping Instructions (ASI/ISI) ("ZK-") (See Table 13.19.).

13.22.1. A "ZK-" transaction is provided through an interface from the Acquisition and Due-In (J041) system to D035A for all amended shipping instructions (ASIs) and initial shipping instructions (direct shipments) involving centrally procured items. However, a manual "ZK" transaction must be prepared and input for all direct shipments of LP items. This is required to clear the stock fund accounting on-order dollar values.

13.22.2. Manual "ZK-" transactions may be input to D035A if the item manager is aware that the customer has received the asset but a "ZK-" never posted.

13.23. Updating Selected Tables.

13.23.1. D035A system OPRs have the capability to update selected tables through the use of the screens available on-line.

13.23.2. The following tables may be updated through an add, change, or delete option:

13.23.2.1. System Designator Code table - "IUTA" screen.

13.23.2.2. Storage Routing Identifier table - "IUTB" screen.

13.23.2.3. Security Assistance Country Code table - "IUTC" screen.

13.23.2.4. Service Code table - "IUTD" screen.

13.23.2.5. Contractors (SRANs) Authorized MICAP requisitions table - "IUTE" screen.

13.23.2.6. RIMCS SRAN table - "IUTF" screen.

13.23.2.7. Manager Designator/Name table - "IUTG" screen.

13.23.2.8. Activities Authorized LASE Requests table - "IUTH" screen.

13.23.2.9. Project Code table - "IUTI" screen.

13.23.2.10. Routing ID/SRAN (DODAAC) table - "IUTJ" screen.

13.24. Contract Termination Back Order Update ("ZP") (See Table 13.20.). This transaction allows the

IMS to change the status of a back order from "BV" or "BZ" to "BB" or "B4" as a result of contract termination.

13.25. Materiel Obligation Validation Retransmit ("APX") And Delay Request ("APF") (See Table 13.21.).

13.25.1. The "APX" transaction is used to regenerate Materiel Obligation Validation (MOV) requests to a particular customer. This transaction can only be input by a D035A OPR. Refer to Chapter 21 for further details on the MOV process.

13.25.2. The "APF" transaction is used to clear the MOV suspense record for a customer who is unable to acknowledge receipt or to respond by the due date of the MOV request from the supply source. This transaction is only input after receipt of a message from the unit commander or other responsible official advising the Air Force of the reason for non-response.

Table 13.19. ASI/ISI Confirmations ("ZKS") Format. The initiator may input a "ZK-" transaction by using D035A input screen "CFDA."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZK-. Third position should be: S - for production contracts M - for repair contracts U - for unknown
Routing Identifier, To	4-6	System will display local ALC routing identifier code.
Media/Status Code	7	System will display information from original requisition.
Actual Stock Number	8-22	System will display information from original requisition.
Unit of Issue	23-24	System will display information from original requisition.
Quantity	25-29	System will display information from original requisition; however, this field may be changed to reflect a partial quantity.
Document Number	30-43	System will display information from original requisition.
Document Number Suffix	44	System will display information from original requisition.
Supplementary Address	45-50	System will display information from original requisition.
System Designator Code	55-56	Enter system designator or "purchased for" code, if applicable; otherwise, leave blank.
Date of Shipment	51-54	Enter Julian date shipment occurred.
Shipped from Ownership/Purpose Code	70	Enter "A."
Condition Code	71	Enter condition code of item shipped. Generally this should be an "A."

Mode/Method of Shipment	72	Enter mode of shipment.
Government Bill of Lading	73-79	Enter applicable government bill of lading number.

Table 13.20. Contract Termination Back Order Update (“ZP”) Format. The initiator may input a "ZP" transaction by using D035A input screen "TRM."

Field Designation	Record Position	Instructions
Document Identifier	1-3	ZP. System assigns.
Routing Identifier	4-6	System will display the local ALC R/I.
Document Number	30-43	System displays the stock number interrogated.
Stock Number	8-22	System displays stock number from original transaction.
Unit of Issue	23-24	System displays unit of issue from original transaction.
Document Number Suffix	44	System displays suffix code of the document number interrogated.
Change of Status	50	Enter "B" to place requisition on "BB" backorder. Enter "4" to place requisition on "B4" backorder.
Quantity	25-29	Actual quantity is displayed initially, may be changed to any quantity less than the original.

Table 13.21. Materiel Obligation Validation Retransmit (“APX”) and Delay Request (“APF”) Formats. The initiator may input an "APX" or "APF" transaction by using D035A input screen "MOV."

Field Designation	Record Position	Instructions
Document Identifier	1-3	Enter : APX = re transmit APF = Unable to respond.
Routing Identifier	4-6	System will assign. Not visible on screen.
SRAN	30-35	Enter the SRAN of the unit that is unable to respond or needs the MOV requests regenerated.